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ABSTRACT

Twenty-one jobs within a wood products mill have been identified by the Weyerhaeuser Company. The description and importance, safety precautions required, and operating procedures for each of these jobs are detailed. (DS)

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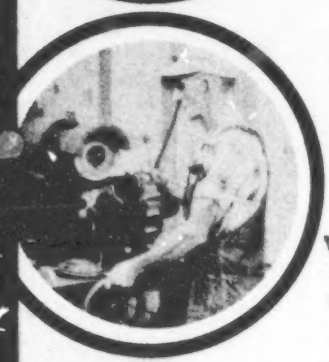

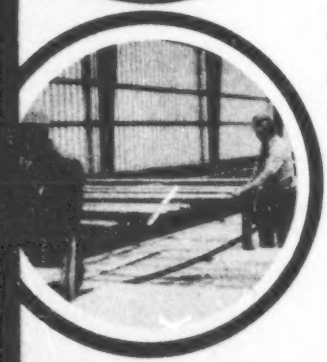

CE 001 257

JOB DESCRIPTIONS AND OPERATING PROCEDURES MANUAL: WOOD PRODUCTS MILL

Weyerhaeuser Company

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JOB DESCRIPTIONS AND OPERATING PROCEDURES MANUAL: WOOD PRODUCTS MILL

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Truck Scales

I. DESCRIPTION AND IMPORTANCE

A. Description
1. Fairbanks and Morris scales
2. Concrete weighing slab
3. Weighing station

B. Importance
1. Weigh and record the logs' weight

II. SAFETY PRECAUTIONS

A. Wear safety helmet and safety shoes

III. OPERATING PROCEDURES

A. Make ready for normal operation
1. Clear concrete weighing slab area of obstructions
2. Turn on weighing scale
3. Test stamper to see if it is working
4. Check pit for water accumulation and pump out with sump pump

B. Normal operation
1. Weigh trucks coming in and make a heavy weight ticket
2. Weigh trucks leaving and make a light weight ticket
(The difference between 1 and 2 is the weight of the logs)

C. Emergencies and equipment malfunction
1. Notify foreman of equipment malfunction
2. In emergencies notify proper personnel
3. In emergencies know use and location of emergency equipment

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Bush Log Crane

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. 100' boom log loader
   2. Enclosed cab
   3. Hydraulic loading arms

B. Importance
   1. Unload trucks and stack logs
   2. Load logs on plant infeed platform and chain

II. SAFETY PRECAUTIONS

A. Carry load of logs in a position where you have adequate visibility
B. Wear hard hat
C. Watch for all pedestrians on yard
D. Operate at a safe speed

III. OPERATING PROCEDURE

A. Make ready for normal operation
   1. Check oil and equipment
   2. Check hydraulic arms for proper function
   3. If any of the equipment is not operating properly, notify maintenance

B. Normal operating procedures
   1. Stack logs on the log yard
   2. Maintain an even flow of logs to the infeed chain
   3. Store excess logs on hold decks

C. Special instructions for completing job cycle
   1. Notify foreman of down time, accidents and equipment malfunction
   2. Notify maintenance of equipment malfunction
   3. Make sure log yard is clear of obstructions

D. Emergencies and equipment malfunction
   1. In emergencies notify proper personnel
   2. Know location and use of all emergency equipment
   3. Notify foreman and maintenance of equipment malfunction

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Stacker - Mobile equip.

I. DESCRIPTION AND IMPORTANCE

A. Description
1. 966 B Log Loader
2. 4 Rubber tires
3. Enclosed cab
4. Planetary transmission
5. Hydraulic loading arms

B. Importance
1. Aid bush log crane hoist on the log yard
2. Aid log placement in hardwood log yard

II. SAFETY PRECAUTIONS

A. Carry load of logs in a position where you have adequate visibility
B. Wear hard hat
C. Watch for all pedestrians on yard
D. Drive at a safe speed

III. OPERATING PROCEDURE

A. Make ready for normal operation
1. Check brakes, tires, and oil
2. Check hydraulic arms for proper function
3. If any of the equipment is not operating properly, notify maintenance

B. Normal operating procedures
1. Straighten up logs on the log yard
2. Help log crane hoist maintain an even flow of logs to the infeed chain
3. Store excess logs on hold decks
4. To clean log yard attach bucket scoop to the 966 B loading forks

C. Special instructions for completing job cycle
1. Notify foreman of down time, accidents and equipment malfunction
2. Notify maintenance of equipment malfunction
3. Make sure log yard is clear of obstructions

D. Emergencies and equipment malfunction
1. In emergencies notify proper personnel
2. Know location and use of all emergency equipment
3. Notify foreman and maintenance of equipment malfunction

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Debarker

I. DESCRIPTION AND IMPORTANCE

A. Description
1. Rotating ring debarker
2. Capacity - 4" to 22" diameter logs; 5' to tree length
3. Weight - 15,880 lbs.
4. Eight independent rollers
5. Speed - Zero-300 feet per minute
6. Bark is discharged through the bottom

B. Importance
1. Removal of bark from the log; this aids in better utilization

II. SAFETY PRECAUTIONS

A. Use proper lock-out procedure during breakdowns
B. Wear proper safety equipment
1. Hard hat
2. Safety shoes
3. Ear protection
C. Do not wear loose clothing around moving equipment
D. Keep all walking and working surfaces free of obstructions

III. OPERATING PROCEDURE

A. Make debarker ready for normal operation
1. Check debarker knives for sharpness
2. Examine debarker for damages
3. Check solenoid on chain oilers to make sure it is working properly and set flow according to procedure in manual under lubrication
4. Check oil level in gear case; follow procedure found in manual under lubrication
5. Check minimum shutdown pressure switches (40 P.S.I.) located on either side of debarker to make sure they are in working order
6. Check electrical interlock; this insures the feed works will not operate without the rotor already in operation
7. Depending on season when machine will be starting, add air pressure to bath infeed and outfeed systems and also rotor

B. Make Barko 250 Loader ready for normal operation
1. Check hydraulic fluid level
2. Examine hoses for leaks
3. Examine joint pins

C. Normal debarker operating procedure
1. Properly lubricate the equipment

2. Establish preventive maintenance program
3. Select the proper feed rate, rotor and feed mechanism air pressure
4. Keep a constant flow of logs going through debarker
5. Feed the logs one at a time into debarker
6. Check for proper debarking

D. Normal Barko 250 operating procedures
1. Properly lubricate equipment
2. Feed debarker properly; if not properly fed the debarker will be damaged
3. If log is stopped in debarker the following procedure is recommended:
   a. Stop debarker completely
   b. Release air pressure on tool arms
   c. Start rotor to allow the arms to open and free tools from the groove
   d. Start feed works and slowly move the log in either the forward or reverse feed direction to clear the rotor
   e. Stop rotor and feed mechanism; check tool and tool arm assemblies for possible damage by applying air to the rotor and starting the debarker using normal start-up procedure
4. Before stopping the debarker, the logs should be clear of the rotor

E. Instructions for completing job cycle
1. Debarker operator will:
   a. Notify foreman of any delays
   b. Assist in changing debarker knives daily
   c. Notify maintenance and foreman of equipment failures

F. Emergencies and equipment malfunction
1. Shut down equipment and notify proper personnel in emergencies
2. Notify foreman of all emergencies and equipment malfunctions
3. Lock-out all equipment in times of repair
4. Know location and use of all emergency equipment

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Cut-off Saw

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. Infeed chain
   2. Movable chain bed
   3. Stationary circular saws
   4. Outfeed chain
B. Importance - removal of unsuitable segments of the log

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hats
   2. Earplugs
   3. Safety shoes
B. Lock-out all panels when working on equipment
C. Keep all working areas clear of obstructions

III. OPERATING PROCEDURE

A. Make ready for normal operation
   1. Check all working areas for foreign material
   2. Check log deck for proper number of logs
   3. Check all saws for proper function and sharpness
   4. Check parts for proper oil levels
   5. Make sure all personnel are clear of working area
B. Start-up procedure
   1. Start infeed chain
   2. Start cut-off saws and chain bed
C. Normal operating procedure
   1. Keep constant flow of logs into cut-off saw
   2. Feed logs one at a time into cut-off saw
   3. Remove all portions not suitable for quad saw
D. Instructions for completing job cycle
   1. Notify foreman of down time
   2. Make sure all equipment is in proper operation for next crew
E. Emergencies and equipment malfunction
   1. Know location of all emergency equipment
   2. Notify foreman of all emergencies and accidents
   3. Notify maintenance of equipment malfunction

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Quad

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. Four band saws on rotating wheels
B. Importance
   1. Maximize the cut from a log

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothing around moving machinery
C. Keep all walking and working areas free of obstructions

III. OPERATING PROCEDURES

A. Make ready
   1. Make sure DSI auto sealer is on and functioning

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Separator

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. Infeed chain
   2. Unscrambler
   3. Control settings
B. Importance
   1. Feed the lumber into the drop sorter in an even and organized manner

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection from noise
B. Don't wear loose clothing around moving machinery
C. Keep all walking and working areas free of obstructions

III. OPERATING PROCEDURE

A. Make ready
   1. Check to see that rolls in drop area are running
   2. Straighten lumber in drops if needed
B. Normal operating
   1. Straighten the lumber by use of the lift stops
   2. Unplug all plug-ups that occur in the separator work area
   3. Operate the pedals which operate the following:
      a. Edger drop -- boards to be edged
      b. Chipper drop -- slabs that will not make lumber
      c. Resaw drop -- slabs that will produce usable lumber
C. Emergency Procedures
   1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
   2. Location of stretcher: In emergency vehicle
      Location of fire extinguisher: East of operator's station
      Location of fire hose: West of operator's station
D. Special Instructions
   1. Assist the lumber straightener as needed
   2. Replace chains when they come off
   3. When the chain lugs hang up, call the electrician to reverse the chain
   4. Keep work area cleaned up
   5. Notify foreman or maintenance in case of a breakdown
   6. Perform other duties as assigned
   7. Assist in changing saws at quad mill

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Edger

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. Infeed rolls
   2. Outfeed rools
   3. Saws
   4. Controls
B. Importance
   1. To edge the timber so as to recover the greatest footage possible

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothing around moving machinery
C. Keep all walking and working areas free of obstructions

III. OPERATING PROCEDURES

A. Make ready
   1. Check saws to make sure the edger is clear
   2. Check light lines for proper operation
   3. Start the edger
B. Normal operating
   1. Select boards to be edged and lift bumper so the sweep chains will transfer them from the bandmill outfeed rolls to the edger
   2. Edge all boards with full wane, bark, or any boards which do not have two even parallel sides; however, if there is a slab which will not make lumber, let it pass by on the outfeed rolls from the bandmill to the slab tripper where it will be diverted to the chipper
   3. Space boards so they will not overlap at outfeed of edger
C. Emergency procedures
   1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
   2. Location of stretcher: In emergency vehicle
      Location of fire extinguisher: South of edger
      Location of fire hose: North of edger
D. Special instructions
   1. Edge for the greatest footage possible; avoid waste

2. Turn the board so the narrow side is face up
3. Measure edged lumber to check saw settings
4. On 2" board, leave wane up to 1/2 the thickness of the board; except it may have 1/4 length with only saw mark on edge
5. On 1" board, avoid wane or bark if possible
6. On 2" clear, avoid all wane or bark if possible
7. Notify the sawyer if variation in sawing procedures is noticed
8. Keep the edger clean and free of sawdust
9. Constantly check oil gauge; if pressure drops to zero, shut down the machine and notify maintenance
10. If board hangs up in edger, shut the saws down immediately; reverse the feed rolls to clear the board out of the machine
11. Notify the millwright if a saw is bad
12. Watch the mirror on the outfeed side of the edger to see if the saws and shadow line are in proper alignment
13. Place board on the infeed rolls and set shadow lines to obtain maximum footage
14. A board that is crowding one way or another in the edger is an indication of a dull saw, or the feed rolls need adjustment
15. The following settings are available in the edger

    4"
    6"
    8"
    10"

    Tolerance for these widths is + or - 1/16"
16. Keep work area cleaned up
17. Notify foreman or maintenance in case of a breakdown
18. Perform other duties as assigned
19. Assist in quad mill saw changes

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Resaw

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. Clamp feed rolls
   2. Saws
   3. Saw settings
   4. Outfeed rolls

B. Importance
   1. To obtain the maximum board footage from the pieces of lumber received

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection

B. Do not wear loose clothing around moving machinery

C. Keep all walking and working areas free of obstructions

III. OPERATING PROCEDURES

A. Make ready
   1. Fill oil cup for the saw
   2. Check blade to see if it is cracked or broken
   3. Set up the machine
      a. Adjust clamp feed rolls
      b. Run a piece of lumber, measure and adjust accordingly

B. Normal operating
   1. Keep a continuous flow of lumber going through the machine
   2. Continually observe the saw to see that it is not snaking or running off center; adjust it if necessary
   3. Periodically measure lumber to see if the machine is still set correctly

C. Emergency procedures
   1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
   2. Location of stretcher:
      Location of fire extinguisher:

D. Special instructions
   1. Grease all fittings on the resaw once a week
   2. Blow down the machine periodically during the shift
   3. Change saw as required
   4. Change saw guides when necessary
   5. Keep work area cleaned up
   6. Notify foreman or maintenance in case of a breakdown
   7. Perform other duties as assigned

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Trimmer-Mill

I. DESCRIPTION AND IMPORTANCE

A. Description
1. Infeed side carry chains
2. Lug chains for even feeding into saws
3. Unscrambler
4. Even-ending rolls to align material with saws
5. 13 saws for trimming on 2' centers
6. Outgoing trimmer chains to carry material to automatic sorter

B. Importance
1. To trim off defects, rot, shake or bad ends; cut to proper length amd make ready for drying and finishing

II. SAFETY PRECAUTIONS

A. Wear eye and ear protection
B. Handle material from edges rather than from the ends
C. Shut down when clearing a pile-up
D. Keep all working and walking areas free of obstructions

III. OPERATING PROCEDURE

A. Make ready for normal operation
1. Trimmer operator performs following:
a. Check for lock-out tags -- do not operate machine if any are present
b. Make sure no personnel are in trimmer or drop sorter area
c. Inspect chains and lugs or feed table for broken chains, lugs or sprockets
d. Check saws for:
(1) Sharpness
(2) Securely fastened
(3) See that all of them drop properly
e. Change saws weekly or as needed
f. Grease fittings on trim saw once a week

B. Starting procedures
1. Flip sorter memory panel switch to "on"; flip all sorter switches to "on"
2. Start trim saw
3. Start trimmer outfeed belt
4. Start trimmer lug chains
5. Start even ending rolls
6. Start unscrambler
7. Start transfer sections preceeding trimmer
8. Make sure the waste conveyor and green chain transfer are running

9. Check out operation of automatic trim saws when first boards pass through

C. Normal operating procedures and checks
   1. Checks
      a. Check set works to make sure saws stay down for entire cut
      b. Check scrap conveyor to make sure it is not jammed with debris
      c. Check all chains for normal operation
      d. Check bumper shear for accuracy; if inaccurate it might result in over-trimming
      e. Notify foreman if lumber appears to have been too short at cut-off saw; lumber must be 3/4" over normal length
   2. Normal operating procedures
      a. Each board must be trimmed correctly; each piece of lumber is different and should be trimmed accordingly
      b. Cut up trims or slabs which will not make #3 and better lumber
      c. Feed only one piece of lumber for each row of lugs
      d. Watch for plug ups where the wood drops onto the transfer belt

D. Instructions for completing job cycle
   1. Save all lumber that will make a 1 x 4 - 8' long
   2. Check trimmer lengths weekly; record on standard reporting format and give report to foreman
   3. Notify maintenance of any equipment malfunction and assist if needed; notify foreman of downtime
   4. Leave all allowable ware on each piece
   5. Keep all pieces against "o" shear

E. Shutdown procedures
   1. Trimmer operator will shut down by the following procedure
      a. Clear trim saw of all wood
      b. Shut down transfers to the resaw
      c. Shut down the unscrambler
      d. Shut down the even-ending rolls
      e. Shut down the lug chains through the trimmer
      f. Shut down the trim saws
      g. Shut down the trimmer outfeed
      h. Notify foreman and maintenance of improper equipment function

F. Emergencies and equipment malfunction
   1. In case of emergencies, shut down all equipment and notify foreman
   2. Know proper use and location of all emergency equipment
   3. If equipment malfunctions:
      a. Shut down equipment
      b. Notify foreman and stand by to assist if needed

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Sorter Tender

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. Transfer chains to feeder section of sorter
   2. Feeder section for indexing lumber
   3. Even ending table for proper material alignment
   4. Reading station for assignment to proper sorter pockets
   5. Infeed chain transferring of material to the J-bar section of the sorter
   6. Outfeed transfer chains

B. Importance of the sorter is to separate lumber by size and length for stacking, drying and finishing

II. SAFETY PRECAUTIONS

A. Wear eye and ear protection
B. Handle material from edges rather than from ends
C. Do not wear loose clothing around moving equipment
D. Tag out chain when working on any part of the chain
E. Make sure all sorter loader areas are clean and safe at all times

III. OPERATING PROCEDURE

A. Make ready for normal operation
   1. See foreman for instructions to change sort programming
   2. Check for lockout tags and do not start equipment if present
   3. Make sure all personnel are clear of machinery
   4. Observe all equipment for possible machine defects
   5. Remove all debris which would cause equipment malfunction

B. Start-up procedure
   1. Start chain
   2. Start automatic sort system
   3. Start automatic lumber tally and make sure all counters are on zero

C. Normal operating procedures and checks
   1. Check all rolls and chains for correct operation
   2. Watch for excessive recirculation
   3. Make sure no jams occur
   4. Maintain a constant even flow of material
   5. Make sure one piece at a time is being fed into machine

D. Instructions for completing job cycle
   1. Notify foreman of equipment malfunction; assist if needed
   2. Notify trimmer operator if chain is down

E. Shut-down procedure
   1. Shut down transfer chain
   2. Shut down the chain

3. Notify foreman of equipment malfunction

F. Emergencies and equipment malfunction
   1. In emergencies shut down all equipment and notify foreman
   2. Know location and proper emergency equipment use
   3. In case of equipment malfunction, shut down equipment; notify foreman and maintenance; assist if needed

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Stacker

I. DESCRIPTION AND IMPORTANCE

A. Description
   1. Stacker arms
   2. Infeed rolls
   3. V-notch unscrambler
   4. Transfer table

B. Importance--Places lumber in neat stacks to be placed in the kilns

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection

B. Do not wear loose clothing around moving machinery

C. Keep all walking and working areas free of obstructions

III. OPERATING PROCEDURES

A. Make ready:
   1. Start stacker and test run empty a few times to check for proper operation

B. Normal operating:
   1. Keep a constant flow of lumber going onto the stacker arms for stacking
      a. Run stop and start button for feed cables from the drop area
      b. Run incline chain from the transfer cables to the unscrambler; keep V notch 1/2 full
      c. Operate incline chain from the unscrambler to the transfer table
      d. Move lumber from the transfer table to the stacker arms
   2. Straighten all lumber on the chains
   3. Throw out all broken pieces; put them behind the operator's station
   4. Unplug all plug-ups in stacker area

C. Emergency procedures:
   1. In case of an emergency, shut down the necessary equipment and notify proper personnel
   2. Location of stretcher: In emergency vehicle
      Location of fire extinguishers:
      Location of fire hose:

D. Special instructions:

1. Fill all kiln load layers as full as possible; do not leave void spaces so as to allow proper inventory
2. Signal drop men when there is enough lumber on the transfer cables to fill out the kiln car
3. 4' by 6' loads
4. Keep work area cleaned up
5. Notify foreman or maintenance in case of breakdown
6. Perform other duties as assigned

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Dry Kiln

I. DESCRIPTION AND IMPORTANCE OF KILN OPERATOR

A. Description
1. The kiln operator is responsible for the following instruments:
a. Moisture meter for in the kiln checks
b. Moisture meter for dry lumber checks
c. Various types of kiln controls

B. The importance of this position is to maintain moisture checks in and out of the kilns so as to assure proper drying time and to meet necessary standards of the various materials

II. SAFETY PRECAUTIONS

A. Wear proper clothing when operating kiln
B. Keep all kiln areas free of obstructions

III. OPERATING PROCEDURES

A. Make ready:
1. Check steam pressure chart for main steam line; notify foreman if problems exist which cannot be corrected by kiln operator
2. Check all instruments to see if they are operating properly; take any corrective action needed
3. Check to see if there is adequate air pressure (40 lbs.)
4. Check to see that fans are operating
5. Check moisture content on all kilns scheduled to be pulled within the next 24 hours

B. Normal operating:
1. At the beginning of the shift and every 2 hours throughout the shift, check each kiln control panel to insure accurate instrument operation
2. Load and unload kiln charges through the kilns, dry and cool rough lumber according to established drying procedures
3. Be in constant communication with the dry end and green end forklift operators as to the needs in unloading and loading dry kilns
4. When lining up kiln charges the following should be followed:
a. Kiln capacity is lineal feet; kilns should be filled to capacity or as close to capacity as lumber available permits
b. Kiln charges should be scheduled by the following groups:
(1) 1 x 4
(2) 2 x 4
(3) 2 x 6
(4) 2 x 8
(5) 2 x 10
c. Kilns also to be loaded as per any special kiln loading instructions

5. Remove loaded kiln charges of dry lumber from kilns into cooling shed using the attached "step-by-step" procedure
6. Load empty kilns with full kiln charge of rough green lumber using the attached "step-by-step" procedure
7. When starting up a kiln, follow the directions in the attached "start up" procedures
8. Follow the directions in the attached moisture content check for checking moisture content of lumber in the kilns
9. Perform all minor maintenance needs and report all major maintenance problems to foreman

C. Emergency procedures
1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
2. Location of fire extinguisher: There are several fire extinguishers throughout the kiln operator's area; he should be familiar with all of them

   Location of fire hose: The operator should be familiar with all of the hoses in the work area
3. Do not open kiln doors in case of fire

D. Special instructions
1. Keep a down time record and volume by board footage
2. Keep a record of size of lumber,
3. Check roof vents daily
4. Once a week fill the oil cups for the kiln bearings
5. Check the air compressor daily
   a. Blow water out--bleed it off
   b. Check oil
6. Change charts as needed to keep from overlapping times
7. Keep work area clean
8. Perform other duties as assigned
9. Notify foreman or maintenance in case of a breakdown
10. Any time kilns are empty, check fan operation
11. Change steam pressure charts daily
12. Install new wick on wet bulb weekly or more often if needed

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Set-up Feed

I. DESCRIPTION AND IMPORTANCE

A. Description
1. Infeed rolls
2. Automatic reject arms
3. Infeed to planer

B. Importance -- Feeds the lumber into planer to remove as much wane as possible

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
1. Hard hat
2. Safety glasses
3. Safety shoes
4. Ear protection

B. Do not wear loose clothing around moving machinery

C. Keep all walking and working areas free of obstructions

III. MACHINE SETTINGS AND COMPONENTS CHECKS

A. Make ready:
1. Fill oil cups for the heads with oil
2. Grease the following once a week
   a. Fan motors
   b. Drive chain motors
   c. All fittings with hand gun
3. Change heads to fit the run if necessary and adjust to the correct size
4. Change knives once a week or as needed
5. Clean pit under the planer daily

B. Normal operating
1. Keep a constant flow of lumber going through the planer
2. Run new loads onto the hoist and elevate to the infeed
3. Observe the planer for proper functioning
4. Gauge lumber as often as possible
   a. Thickness target sizes - tolerance is .004"
      (1) 3/4"
      (2) 1 1/2"
   b. Target widths
      (1) 4" = 3 1/2"
      (2) 6" = 5 1/2"
      (3) 8" = 7 1/4"
      (4) 10" = 9 1/4"
5. Throw out lumber over the infeed table which will not go through the planer

C. Emergency procedures

1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
2. Location of stretcher:
   Location of fire extinguisher:
   Location of fire hose:

D. Special instructions
1. Feed lumber with the wane side up and away from the straight edge
2. Feed lumber with the warped ends away from the straight edge
3. Feed bowed lumber with the ends down and the bower part up
4. Wear ear plugs
5. Fill oil cups on heads every 2 hours
6. Oil chains and sprockets once a day
7. Notify the grader on change of lengths and grades
8. Keep work area clean
9. Notify foreman or maintenance in case of a breakdown
10. Perform other duties as assigned
11. Make sure tie strips do not get into the planer

IV. EDGE PRINTER: SET UP - CLEAN - MAINTAIN

V. PAINT MACHINE: SET UP - CLEAN - MAINTAIN

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Grader

I. DESCRIPTION AND IMPORTANCE

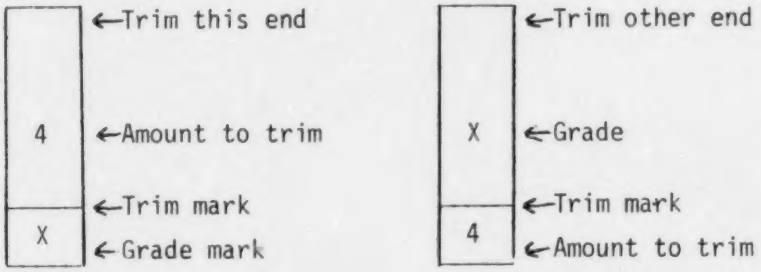
A. Description
   1. Rubber stamps
   2. Ink
B. Importance -- Grades lumber as it comes from the trimmer; the grader must maintain a high degree of accuracy to remain a grader

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothing around moving equipment
C. Keep all walking and working areas free of obstructions

III. OPERATING PROCEDURES

A. Make ready
   1. Put ink on stamps
   2. Make sure proper stamps are being used
B. Normal operating
   1. Must have a thorough knowledge of SPIB grading rules
   2. Maintain a 95% or more on-grade accuracy in grading lumber
   3. Notify feeder if planer is not operating correctly
   4. Grade marks used:
      a. # 1 -- X
      b. # 2 -- /
      c. # 3 -- //
      d. MG -- V
      e. Rip -- R
      f. Green- g
   5. Trim marks



C. Emergency procedures
   1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
   2. Location of stretcher:
      Location of fire extinguisher:
      Location of fire hose:

D. Special instructions
   1. Change stamps when necessary
   2. Adjust the stamp settings when changing grade
   3. Wear ear plugs
   4. Keep work area clean
   5. Keep track of downtime and record
   6. Notify the foreman or maintenance in case of a breakdown
   7. Perform other duties as assigned
   8. Check stamp for readability and if one of the following is not legible, change the stamp
      a. Stress rating
      b. Mill number
      c. Grade number
      d. If anything else is not legible, change the stamp when it will not cause downtime
   9. Check edge printing
   10. Check cherry brown

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Trimmer-Planer

I. DESCRIPTION AND IMPORTANCE OF THE TRIMMER

A. Description
   1. Infeed side carry chains
   2. Lug chains for even feeding into saws
   3. Even-ending rolls to align material with saws
B. Importance of trimmer is to trim off defects, shake, or bad ends; cut to proper length; and make ready for grading

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothes around moving machinery
C. Keep all working and walking areas free from obstructions

III. OPERATING PROCEDURES

A. Make ready
   1. Blow the trimmer down
   2. Start the conveyor belts under the trimmer
   3. Check to see that belts are operating properly
   4. Start trim saws and chains
      a. See that limit switches are working
      b. Check stampers
      c. Make sure chain lugs are in line
B. Normal operating
   1. Keep a constant flow of lumber feeding into the trim saw
   2. Make sure all lumber is trimmed and properly stamped
      a. Constantly check stampers for proper stamping
      b. Set the correct trim saw to trim the lumber to the length marked by the markers
   3. Check to see that the lumber hold-downs are in the down position when no lumber is under them
   4. Change stamps for 6" and wider lumber
C. Emergency procedures
   1. In case of an emergency shut off the necessary equipment and notify the proper personnel
   2. Location of stretcher:
      Location of fire extinguisher:
      Location of fire hose:
D. Special instructions
   1. Notify millwright when saw change is needed
   2. Turn bowed lumber so the ends are down
   3. Turn warped lumber so the ends are next to the logs

4. Adjust lugs when they are out of line
5. Adjust limit switches when they are out of timing
6. Unplug lumber on the outfeed side of the trimmer
7. Unplug trim ends when they plug-up in the conveyor
8. Blow down the trimmer at the end of the shift
9. Keep work area clean
10. Notify foreman or maintenance in case of a breakdown
11. Perform otherduties as assigned

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Shed-Pak

I. DESCRIPTION AND IMPORTANCE

A. Description -- To cover the lumber packages with shed-pak material
B. Importance -- Prepare the lumber packages for loading and shipping

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothing around moving equipment
C. Keep all walking and working surfaces free of obstructions

III. OPERATING PROCEDURE

A. Make ready
   1. Insure that adequate paper is in feed rolls
B. Normal operating
   1. Wrap bundles of lumber with shed pak paper, stapling the metal band to the bottom board in the package
   2. If no shed pak is needed, stack and stamp lumber in the dress shed
   3. Fill out tally tags and attach to load
C. Emergency procedures
   1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
   2. Location of stretcher:
      Location of fire extinguisher:
      Location of fire hose:
D. Special instructions
   1. Notify forklift operator when new roll of paper is needed
   2. Always fold in under the paper one of the ends so moisture will not get in
   3. Assist with inventory once a month
   4. Stapling requirements for 2" lumber:
      a. 2 on each end
      b. Approximately 18" apart on the side
      c. More staples than above requirements if the lumber is to be stored rather than immediate shipment
   5. Keep work area cleaned up
   6. Notify foreman in case of a breakdown
   7. Perform other duties as assigned

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Loader Tallyman

I. DESCRIPTION AND IMPORTANCE

Load the lumber onto cars and tally the packages as they are removed

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothing around moving machinery
C. Keep all walking and working areas free from obstructions

III. OPERATING PROCEDURES

A. Make ready
   1. Get tally sheets ready
      a. Date
      b. Rough or surfaced
   2. Communicate with shipping clerk on lumber needs
B. Normal operating
   1. Tally all incoming and outgoing lumber at the shipping area
   2. Load rail cars and/or trucks
C. Emergency procedures
   1. In case of an emergency, shut down the necessary equipment and notify the proper personnel
   2. Location of stretcher:
      Location of fire extinguisher:
      Location of fire hose:
D. Special instructions
   1. Incoming lumber needs the following information on the loads:
      a. Date
      b. Number of pieces
      c. Size
      d. Length
      e. Grade
   2. Outgoing lumber
      a. Record information from load
      b. If no information, tally and record
   3. If required, put order number on outgoing finished lumber
   4. Keep work area clean
   5. Notify send-in person if any problems arise
   6. Perform other duties as assigned

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Maintenance

I. DESCRIPTION AND IMPORTANCE

A. Description

Maintenance is the overall operation of servicing all equipment. It is subdivided into different job functions. Those functions are: Sprinkler maintenance/watchman, watchman, chief electrician/electricial mill wright, m/w worker, knife grinderman, and mobile equipment mechanic.

B. Importance
To maintain proper working condition of all machinery and reduce down time as much as possible

II. SAFETY PRECAUTIONS

A. Wear hard hat and safety shoes
B. Make sure the equipment in repair is locked-out before starting maintenance
C. If welding, wear proper safety equipment
D. Do not wear loose clothing around moving equipment

III. OPERATING PROCEDURES
A. Sprinkler maintenance/watchman
1. Keep sprinkler system functioning and watch for unauthorized personnel on the premises
B. Watchman
1. Keep unauthorized personnel off premises
C. Electrician
1. Maintain and repair all electrical malfunctions
D. Mill wright (M/W)
1. Repair and maintain all mill machinery
E. M/W - welder
1. Weld all mill machinery in need of welding and assist in any mill machinery repair
F. Knife grinderman
1. Sharpen sawblades when needed
G. Mobile equipment mechanic
1. Repair and maintain all mobile equipment

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Miscellaneous Laborer

I. DESCRIPTION AND IMPORTANCE

A. To aid other stations in any way possible to maintain maximum efficienty

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Hard hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothing around moving machinery
C. Keep walking and working areas free of obstructions

III. OPERATING PROCEDURE

A. Even ends of loads
B. Pick up spilled lumber
C. Set bunks
D. Fill in at all other positions in rough shed except send-in
E. Keep work area clean
F. Notify foreman if any problems occur
G. Perform other duties as assigned

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JOB DESCRIPTION AND OPERATING PROCEDURES

Wood Products Mill Machine Handyman-- Sawmill

I. DESCRIPTION AND IMPORTANCE

A. To aid other stations in any way possible to maintain maximum efficiency

II. SAFETY PRECAUTIONS

A. Wear proper safety equipment
   1. Har hat
   2. Safety glasses
   3. Safety shoes
   4. Ear protection
B. Do not wear loose clothing around moving machinery
C. Keep walking and working areas free of obstructions

III. OPERATING PROCEDURE

A. Check lumber sizes
B. Check for proper processes
C. Relieve each operator